

**9-1-1 Advisory Council
Minutes
September 21, 2017
1:30 p.m.
Capitol Building, Room 137**

Members Present:

Ron Baldwin, State CIO/SITSD – Chair
Adriane Beck, PSAP > 30K
Geoff Feiss, MTA
Clint Loss, MEMSA
Vern Burdick, MSPOA
Kimberly Burdick, MT APCO

Jennie Stapp, MSL
Michael Fashoway, MSL – Alternate
☞ Chris Lounsbury, PSAP >30K – Alternate
☞ Commissioner Gary MacDonald, MACO
☞ Chuck Winn, MLCT
☞ Peggy Glass, PSAP <30K

Staff Present: Wendy Jackson, DOA/SITSD; Sarah Mitchell, DOA/SITSD; Rhonda Sullivan, MDO/SITSD

Guests Present: Karen Young, Great Falls/Cascade County 9-1-1; Wing Spooner, DOA/SITSD; Kerry O'Connell, APCO; Ken Wall, Geodata Services; Frank Garner, House District 7

☞ **Real-time Communication:** Sandra Barrows, Barrows Consulting; Gary Evans, Vision Net

Welcome

Ron Baldwin welcomed the council to the September 21, 2017 9-1-1 Advisory Council meeting. All members and guests were introduced.

Minutes

Motion: Vern Burdick made a motion to approve the July 20, 2017 minutes. Jennie Stapp seconded the motion. Motion carried.

Business

Geographic Information System (GIS) Assessment: Montana State Library (MSL)

Ms. Stapp reported GIS assessment has been contracted out as part of the Request for Proposal (RFP) for the statewide plan. MSL work with the Statewide Plan/GIS Subcommittee is ongoing. Updates of these assessments will be incorporated into the statewide plan.

Action Item: Quinn Ness will remove the GIS Assessment: MSL topic from the 9-1-1 Advisory Council agenda, as this information will be covered in the StatewidePlan/GIS Subcommittee update.

Action Item: Ms. Stapp will inform Mr. Baldwin of separate GIS update agenda topics when necessary.

Statewide Plan/GIS Subcommittee

Chris Lounsbury, elected Chair for the Statewide Plan/GIS Subcommittee, reported two meetings have been held. The subcommittee has laid framework for a Statement of Work (SOW) to draft a RFP or contract, to complete the statewide plan. The projected completion date for this RFP is December 31, 2017. A comprehensive inventory of Public Safety Answering Point (PSAP) call handling equipment will be conducted for the two 9-1-1 service networks within the State of Montana. This inventory will allow for assessment of network infrastructure and hardware capabilities. In addition, this information will be used to develop a framework for Next Generation 9-1-1 in the State of Montana.

A prioritization list will be created to capture equipment needs, associated costs, and required order of procurement to ensure functionality of the 9-1-1 service network. General cost prioritization will provide a realistic picture of 9-1-1 service network cost to state and local government entities. A GIS Inventory, including existing software, existing GIS data, GIS data sources, and GIS data assessment will be conducted. A vendor will be procured to develop a needs assessment, procurement plan, and roadmap for the future state of technology.

The Statewide Plan/GIS Subcommittee will meet October 12, 2017 at 8:00 a.m. in Capitol Room 172 and will include an option for virtual attendance via Skype. Submit questions regarding the Statewide Plan/GIS

Subcommittee to Mr. Lounsbury at clounsbury@co.missoula.mt.us.

Administrative Rules of Montana (ARM) Subcommittee

Geoff Feiss, elected Chair for the ARM subcommittee, reported an outline of House Bill 61 has been developed. This outline expands upon wording within Section 7 and Section 8 regarding distribution of funds and provides steps on how to proceed in defining the terms and processes involved. The subcommittee is working to define local government and eligible recipients to ensure funds are allocated according to statutory requirements.

The subcommittee is establishing an approval and certification process for local government entities eligible to receive funds. In addition, the committee is exploring the development of a rule that will address tribes that host local PSAPs. Projected completion date for subcommittee draft rules is December 31, 2017. Submit questions regarding the ARM Subcommittee to Mr. Feiss at gfeiss@telecomassn.org.

Action Item: Rhonda Sullivan will review the subcommittee HB61 outline for sensitive information and assess the appropriateness of posting this document to the subcommittee website.

Public Comment

None

Next Meeting

October 18, 2017
10:00 a.m. to 12:00 p.m.
Capitol Building, Room 152

Adjournment

The meeting adjourned at 2:07 p.m.